



Gem Aromatics Limited

Manufacturer & Exporters of Essential Oils & Aromatics Chemicals

Registered Office: A/410-411, A-Wing, Kailash Ind. Complex, Powai Vikhroli link Rd, Vikhroli West, Mumbai-400079. Maharashtra, India, Tel No: +91-2225185231/25185931 CIN: L24246MH1997PLC111057

Familiarisation Programme for Independent Directors

PREAMBLE:

In terms of Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("the Listing Regulations"), the Company is required to familiarise its Independent Directors through various programmes about the Company, including the following:

- a) nature of the industry in which the Company operates;
- b) business model of the Company;
- c) roles, rights, responsibilities of independent directors; and
- d) any other relevant information.

Further, Regulation 46(2) read with Regulation 62(1A) of the Listing Regulations requires the Company to disseminate on its website the details of familiarisation programmes imparted to independent directors including the following details:

- a) number of programmes attended by independent *directors (during the year and on a cumulative basis till date)*;
- b) number of hours spent by independent directors in such programmes *(during the year and on cumulative basis)*

OBJECTIVE:

The objective of this familiarization policy is to provide our independent directors with a comprehensive understanding of the company, its industry, business model, and governance practices, enabling them to make informed decisions and recommendations in the best interest of the company and its stakeholders.

FAMILIARIZATION PROGRAM:

- Familiarization programme will be designed on "as needed" basis during the year. The familiarization program for independent directors will cover the following areas:
- Company overview: Independent directors will be provided with a detailed overview of the company, including its history, vision, mission, values, objectives, and the products or services it offers.
- Industry overview: Independent directors will be familiarized with the industry in which the company operates, including the regulatory framework, competition, market trends, and challenges.
- Board structure and governance practices: Independent directors will be briefed on the board's composition, structure, roles, and responsibilities, as well as the company's governance practices, policies, and procedures.

Corporate Office: A/503, Kailas Complex, Vikhroli Powai Link Rd, Parksite, Vikhroli (W), Mumbai-400079, Maharashtra, India.

Facility 1: Plot No 2, Survey No.16/4/2, Near Alok Industries, Village Rakholi, Silvassa-396230, Dadra & Nagar Haveli, India.

Facility 2: Khasara No 8,9,10,126, Village Gathona, Ujhani Budaun Road, District: Budaun-243639, UP, India.

E-mail: secretarial@gemaromatics.in **Web:** www.gemaromatics.in



Gem Aromatics Limited

Manufacturer & Exporters of Essential Oils & Aromatics Chemicals

Registered Office: A/410-411, A-Wing, Kailash Ind. Complex, Powai Vikhroli link Rd, Vikhroli West, Mumbai-400079. Maharashtra, India, Tel No: +91-2225185231/25185931 CIN: L24246MH1997PLC111057

- Financial and accounting aspects: Independent directors will be provided with an understanding of the company's financial statements, key financial ratios, accounting policies and practices, and internal control systems.
- Risk management: Independent directors will be apprised of the company's risk management framework, including identification, assessment, and mitigation of risks.
- Compliance and legal framework: Independent directors will be educated on the legal and regulatory framework applicable to the company, including the Companies Act, 2013, SEBI regulations, and other applicable laws.
- Social responsibility: Independent directors will be briefed on the company's social responsibility initiatives, including its environmental, social, and governance (ESG) policies and practices.

Details of Familiarization Programmes imparted to Independent Directors during FY 2025-2026

Sr. No.	Name of Independent Directors	No. of Programmes attended		No. of hours spent	
		During the year 2025-2026	Cumulative basis till date	No. of hours spent by directors during the year 2025-2026	Cumulative basis till date
1.	Ms. Vishakha Hari Bhagvat	3	3	4	4
2.	Mr. Ajay Sahai	3	3	4	4
3.	Mr. Parag Ratankar Gogate	3	3	4	4
4.	Ms. Shubhangi Bhalchandra Umbarkar	3	3	4	4
5.	Shrenik Kishorbhai Vora*	1	1	2	2

* Mr. Shrenik Kishorbhai Vora ceased to be an Independent Director of the Company with effect from November 10, 2025.

Corporate Office: A/503, Kailas Complex, Vikhroli Powai Link Rd, Parksite, Vikhroli (W), Mumbai-400079, Maharashtra, India.

Facility 1: Plot No 2, Survey No.16/4/2, Near Alok Industries, Village Rakholi, Silvassa-396230, Dadra & Nagar Haveli, India.

Facility 2: Khasara No 8,9,10,126, Village Gathona, Ujhani Budaun Road, District: Budaun-243639, UP, India.

E-mail: secretarial@gemaromatics.in **Web:** www.gemaromatics.in